



HEADQUARTERS
CIVIL AIR PATROL CONNECTICUT WING
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CTWG COMMANDERS' CALL
MINUTES
1 September 2004

Attendance

Name:

WING COMMANDER	COL. PALMER (EX)
VICE COMMANDER	MAJ OSBORN (EX)
CHIEF OF STAFF	LTC ROWEN
STATE DIRECTOR	MR. ISABELLE
103 RD COMP. SQ. - CT004	LT VASINGTON(NP)
SILVER CITY COMP. SQ. - CT014	MAJ DAVIAULT (EX)
STRATFORD EAGLES COMP. SQ. - CT022	LTC MC DONOUGH (NP)
169 TH COMPOSITE SQUADRON - CT027	MAJ MAGURANY
399 TH COMPOSITE SQUADRON - CT042	LT BOFFARDI (REP)
C. K. HAMILTON COMP. SQ. - CT058	LT TRUJILLO
NORTHWEST HILLS COMP. SQ. - CT062	LT L. HULL (EX)
ROYAL CDT. COMP. SQ. - CT071	CAPT J. DILL(REP)
CT MINUTEMEN COMP. SQ. - CT073	CAPT DALEY (NP)
DANIELSON COMP. SQ. - CT074	MAJ PROVOST
THAMES RIVER COMP. SQ. - CT075	LTC KINCH

(REP) Representative, (NP) Not Present, (EX) Excused

Meeting called to order by LTC Rowen at 1931 hours

LTC ROWEN

- Take a moment to wish well to Captain Palmer who is out of the hospital and home and is the reason why Colonel Palmer is not here tonight.
- Major Osborn is excused because he is stuck in Panama with his father who fell on the cruise and is now hospitalized.
- E-mail itself can be misunderstood very easily. If you get an e-mail from me, unless I come out and say otherwise, there isn't a mean word in it. Just official e-mail letting you know about something. I don't want you to misunderstand or that I am blasting you on something, because I am not.
- The "O" flight procedure has to be modified a little bit. There are a couple things that I have found now that I have been doing them. We have one validated tonight and the other two, overdue from June, validated. We're working on them. One of the things I noticed is the only form 7 I have is from August but I have a whole bunch of July "O" flights logged into the National website from July. So please get the forms to me so that I can track the paperwork. Try to do it as accurately as possible. I have finally gotten the hang of editing the mistakes. If you don't know the amount of the fuel bill right at the moment when you are entering it, that's okay – I'll get it. I found that's it is a lot easier than I thought it was.

- We went over this with the pilots on Saturday. I was there for the first half of that class. The lack of putting in the fuel bill amount seems to be a problem. But it can be entered or adjusted later. Make sure you add up the times and fill out the Form 7's correctly. I'm going to be e-mailing the squadron commanders an excel form that I picked up off the web. It's a cadet orientation worksheet. The thing is simple. You just enter the information for your flights or you can print it out and use it as a worksheet out at your site where you are doing your orientation flights. Each pilot has to do their own sheet – has to be individual. This is really important .
- I noticed in the last two sets of flight logs the following mistake. It's such an easy mistake if you're not paying attention. If you are doing orientation flights and your pilot is going to a non-reimbursable flight whether it is proficiency or something else, Make sure you fuel up the aircraft before he does that. Anything that is Air Force reimbursed needs to be topped off before you do any other non-reimbursable flights.
- Cadet Programs – Wish you all a happy summer. Back in school.
- Cadet Ball – Happening one month - October 2. As explained a few meetings ago, we need money so we can tell the Jester's court how many meals we need by September 13. So you need to get some type of answer to Cadet Programs by next Wednesday, September 8. The CAC reps are going to be getting tickets tonight.
- Color Guard competition – October 16 – six weeks away. We need to know how many teams are competing. Please let Major Marteka know as soon as possible.
- Critical Incident Stress Management – class has been set for 16-17 October. A senior only event and I was advised by the CISM that he was going to be sending a mailing to every member of the wing to make sure they know about it. Trying to get a facility for about 100 people. National will be teaching this so National will be paying for this. Hope we have a good turnout. Two days – we are the first wing to actually develop a team.
- Major Provost – please see me after this meeting.
- Colonel Palmer sends his apologies for not being here.
- Captain Dill – 998 is back in Hartford. What else is in Hartford? Fuel slips and flight logs. They are supposed to be pulled and brought up to Wing by the Commander who has the airplane. That commander is responsible for that plane if they are on their field. No faxes – bring up or mail up.
- Commander's Call was my favorite experience of the month because I found out everything about everything.
- They will be running an eval – October. You will be getting an e-mail from Jack Shapiro. It will be training.
- We have a new National Commander and a new National Vice Commander.
- Heads of it now – there is going to be a major nationwide exercise the weekend of April 8, 2005. This is Air Force, US, Canada, National Guard, and Red Cross. We are part of it. We are already making movement to put us in the right place. I imagine it will be a major Homeland Security situation. It's a \$16M exercise.

- Fly the planes. Tell your pilots to fly the planes. We need to start equalizing the hours on the aircraft – use them or we are going to lose them. Ops – Pilot information stuff. Get it done real fast. He is going to ground pilots if they don't get it done. Your pilots – thank you for paying your bills.
- 998 – Sean Neil flew it back from NY and wanted to check a couple things before anyone can fly it.
- Provost-are we going to get any more BDUs? Rowen – talk to me after about this. Supply is for issue. If you have something someone else needs, talk to them. It is doing no good sitting in your supply and not be used.
- Does anyone know about squadroncommand.com. It's a web site for squadron commanders supporting squadron commanders. Feel free to look at SIMS which was developed by the man who maintains squadroncommand.com.
- Have a good year – make sure you are safe. Passed this on to your cadets.

LTC MYLCHREEST

- Last weekend we had an excellent flight clinic class. We covered many areas.
- Will work on getting mission pilots certified.
- Observer tests have to get from National. (Rowen – see PDO (Pienkosz) to get this test. Scanner test is on line. Not sure if still an ECI test.)

LTC ISABELLE

- I will be here for CI. They will start with my office and then will speak with the others.
- Winter is around corner, be careful. Bad weather could start soon.
- I would like to congratulate Major Cassella. He has been promoted to LTC.
- Wing is losing a lot of money because they are not getting receipts for fuel. I can't sign off without receipts. I have to have something in writing that shows how much fuel was spent. It is important that the wing get all receipts. National may not pay "O" flights if they are not submitted quickly.

LTC CASSELLA

- Wherever you had findings, this is where they look at.
- Aircraft status – show pilots have a write up for maintenance but should let Wing know about it rather than just write it up. Call the Maintenance Officer if there is a problem. Everything that goes in the book should be called in. (Isabelle-Anytime there is a write up in the log, the pilot should call the Aircraft Maintenance Officer and report the problem.)
- Web site would be a good way to update status of airplanes. The web site has to be updated though. (Isabelle- MA has started something that works well. Each tail number has write up. When you click on that plane, you see all the write-ups done on that aircraft. The pilots have to know what condition that aircraft is in – the web site has to be kept up-to-date.) (Unknown-the Maintenance Officer needs to stay on top of this.) It sounds like the paperwork is falling through the cracks right now.

DANBURY

- Rowen – would like to introduce the Acting Commander of Danbury – Lt. Boffardi. Congratulations – will be taking over when Major Osborn gets back to do the formal paperwork).
- Worked at the annual Bridgewater Fair. Northwest Hills helped us. Parked a record number of cars. Were packing all the fields and the church parking lots.
- Did some repairs to the fencing.
- Rumor has it that we will be giving some of our space in the hanger to Homeland Security.
- (Rowen-When they move in, let them become your best friends.)

GROTON

- Nothing to report (Rowen – did the fuel slips and log make it to wing this week?) Yes

ROYAL CADETS

We are going to be in the color guard competition.

DANIELSON

- Next year at encampment is the same commander, etc going to be. When are we going to get the dates?
- (Rowen – we won't get an answer until the beginning of the year.) We should be able to get an answer soon. Most of the military units who go there use two or three of the 800 series. We only need one building. (Isabelle-NY canceled because they had 300 cadets going and Stewart said they only have room for 60 cadets.) (Kinch-would it be feasible to get the guard to come in and run the mess hall at Westover). (Isabelle – we also have another problem – access to the base – it's a nightmare. Westover is an active guard base and everyone needs an ID. What are we going to do with parents who come? Until CAP has picture ID's it will be hard to get on base. Camp Rowland has no problem.) What you're saying is that we can't get a commitment until the end of February. (Isabelle-Beginning of January or February send me a list of what you want for support out of Rowland. I will send in. I don't assume you want the same thing every year. Have someone send me out a list as I like to do it in January or February – it's a slow time for me. I also want choices for week.)
- Who do I have to see in regards to paperwork sent to wing in regard to ground team leader. (Rowen)
- Who do I see about getting a check reimbursement for one of my cadets for encampment. (Rowen)

CK HAMILTON

- Had cadets in GSAR
- Fundraiser – Balloons over Plainville
- Had a Change of Command ceremony
- Had a Cadet Change of Command ceremony
- Had a cadet who received his Earhart
- Had six promotions
- Have the Spirit of American show coming up in September. I do have tickets – they are free.
- Looking for all sizes of BDUs and blues.
- Have two new cadets and the possibility of new parents.
- Waiting to see when we can move into our new facility in Southington Armory.

MANCHESTER

- Had a fundraiser.
- Working with Major Shapiro with the Red Cross. Hoping to get more involved again.
- Started our school program again last night.

Meeting adjourned at 2034 hours. Dismissed.

Respectfully submitted,

//signed?

Cassandra Huchko, LTC, CAP
CTWG DA/DP